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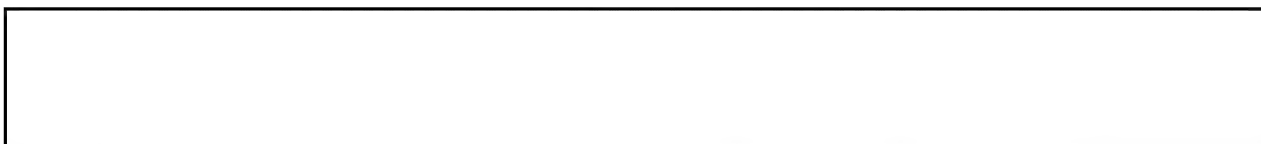
MINUTES

4 JAN 1968

*Handwritten:* 12 Meetings 19 Minutes

DD/S STAFF MEETING

2 January 1968 - 1030 Hours




25X1

2. Nominations for National Institute of Public Affairs' Educational Program in Systematic Analysis

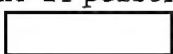
Mr. Richardson briefly discussed the requirements for this program. There have been no nominees suggested by Agency components but Colonel White had previously informed NIPA that we would have a candidate. Mr. Echols was asked to check his qualifications register for possible candidates possessing the requisite academic background.

3. Letter from the Vice President to the DCI

 read the letter from Vice President Humphrey in which he expressed his best wishes to the Agency.

25X1

4. Reduction in Personnel Ceilings

There will be a 2% reduction in the ceilings of Support offices, to be reached by the end of FY '68. The DD/S wants to know by 4 January of any major program changes which such a reduction would necessitate in order that these may be reflected in current budget estimates. Each office should take a hard look at what might be cut out; if these involve a reduction in services to the Agency, the DD/S wishes to be immediately advised. Mr. Meloon noted that he already has a request from the Intelligence Directorate for various changes in printing services which will require an increase of some 14 personnel. Mr. Bannerman asked Mr. Meloon to discuss this further with  to arrive at a list of priorities.

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a. A policy on the extension of service and the reemployment of annuitants has been agreed to by the Deputy Directors and will be issued very shortly.

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Excluded from automatic  
downgrading and  
declassification

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b. A major OSA program which was scheduled for turnover to the DoD has been extended with the Agency until 30 June 1968. This means that there will be no major cut in OSA personnel during FY '68; on the contrary OSA will be several hundred over ceiling.

5. Illness of COS/Vietnam

25X1 [ ] is again enroute to the U.S. with a recurrence of his eye trouble.

6. Dinner for White House Fellows

Mr. Bannerman asked whether there was any further information on this dinner and Mr. Richardson replied in the negative. Mr. Bannerman will check this matter out further.

7. Nepotism

Mr. Echols has so far received no guidance from the Office of General Counsel with respect to the nepotism feature of the recent pay bill. Mr. Bannerman will check further with OGC.

8. Around the Table

a. [ ]

Mentioned a recent suicide case.

[ ]

25X1

b. Mr. Echols:

Noted some complaints about the Christmas tree in the Headquarters Building lobby. He pointed out that this was a voluntary effort by the Garden Club.

There has been some comment about invitations for supergrade personnel to attend the recent White House Christmas party. It was pointed out that Agency personnel were apparently not invited.

c. Mr. Osborn:

Guard service has been started [ ]

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The friendly security service conducted its usual quiet watch over the various office Christmas parties; there were a minimum number of problems.

Congratulated the Office of Logistics on their snow removal efforts.

d. Dr. Tietjen:

[REDACTED]

25X1

Commented on the widespread "flu-like syndrome," and said that this was not the type of flu for which we have all been inoculated.

e. Mr. Richardson:

The second running of the Advanced Management Planning Course will commence 15 January [REDACTED] for 32 personnel. The course will be conducted [REDACTED] will be one of the students.

The State Department Senior Seminar will visit the Agency on 23 January.

Sherman Kent will be occupying some of the Headquarters Building OTR first floor space for the next 3 to 4 months.

f. Mr. Fuchs:

[REDACTED]

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Surge funding of the radios is going according to plan. Internal procedures with respect to the release of funds, etc. must still be worked over.

Has a paper from the Bureau of the Budget discussing accrual accounting. At first glance this could be a real problem for the Agency.

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[redacted] is ill and attempts will be made to set up a better back-up system to handle Chuck's responsibilities during his absence.

g. Mr. Meloon:

Said that he thought the other Office Heads would be interested to know that there was no heat in the Ames Building for an hour this morning.

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Noted that GSA has also been hit with a personnel reduction, and the Langley Building manager has been discussing possible cuts in GSA service [redacted]. An alternative may be that GSA would charge the Agency for special services - i.e. unusual char force requirements, extra power provided the Agency, etc.

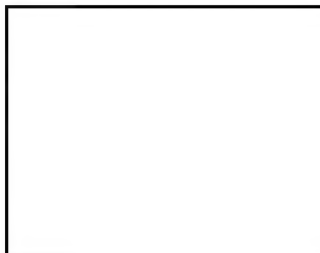
Pointed out that there has been some trouble with securing needed personnel for the GSA char force in the Headquarters Building; these employees have asked for late-at-night bus service to downtown Washington, etc.

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9. The meeting was adjourned at 1125.

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Distribution:

Orig - DD/S Subject

1 - VRT

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